

**REPORT TO PORT RENFREW LOCAL SERVICES COMMITTEE
MEETING OF THURSDAY 22 JANUARY 2009**

SUBJECT **PORT RENFREW COMMUNITY CENTRE – RENEWAL OF LICENCE TO OCCUPY**

PURPOSE

To seek approval from the Port Renfrew Local Services Committee (PRLSC) for Capital Regional District (CRD) staff to proceed with renewal of a Licence to Occupy originally completed between the CRD and the Port Renfrew Health And Social Services Society (PRHSSS) in 2006..

BACKGROUND

The PRLSC recommended the completion of a Licence to Occupy Agreement between the CRD and the PRHSSS in 2006. The agreement provides for the society to occupy the facility and to operate the facility under certain terms and conditions. The present agreement expires at year end. CRD staff have received notification from the PRHSSS (copy attached) that the society wishes to extend the agreement for the year 2009. There has been a simmering issue respecting the cost of operations of the facility, especially with the cost of propane needed to heat the facility. While the society has been able to keep up with the costs to date, it would appear that a program to improve the facility, as is proposed by separate staff report, would take some pressure off the society to continue to deliver programs at the facility.

DISCUSSION

The facility has continued to be operated and maintained by the PRHSSS for the past two years. There was an indication to the committee earlier this year that the society might not wish to continue with their agreement. The alternatives to this arrangement would likely involve taxation of Port Renfrew residents, thus, while the agreement with the society may not be perfect, the continuation of the agreement would seem to be in the best interests of most residents at this time. CRD staff would recommend that the committee support the renewal of the agreement for 2009. Staff would also recommend that the committee and the society, through 2009, develop a more comprehensive strategy and vision on how the facility can best meet the needs of the community. The plan should be specific enough to guide the committee in setting terms and conditions for future agreements for use of the facility and to ensure financial support for the facility.

ALTERNATIVES

1. That the Port Renfrew Local Services Committee direct staff to renew the Licence to Occupy with the Port Renfrew Health and Social Services Society, with the same terms and conditions as the present agreement, for a further one year term commencing 01 January 2009 and terminating 31 December, 2009.
2. That the Port Renfrew Local Services Committee not support the renewal of the Licence to Occupy between the Capital Regional District and the Port Renfrew Health and Social Services Society.

FINANCIAL IMPLICATIONS

Under the agreement, the PRHSSS is responsible for the operations costs for the facility and is required to insure the facility.

SUMMARY

The Port Renfrew Community Centre has been operated since 2006 by the PRHSSS under a Licence to Occupy. The agreement expires 31 December 2008. Under the terms of the agreement, the CRD and PRHSSS, by mutual agreement, can extend the agreement for a further one year term as desired. The PRHSSS has indicated by letter to CRD, its interest in renewing the agreement for the year 2009. As the centre has no immediate alternative to operations, staff are recommending that the PRLSC agree to the one year extension. It is also recommended the two community groups meet to identify a long term direction and strategy for both the facility and the programs delivered through the facility which can form the basis for more secure financial and operational arrangement for the facility.

RECOMMENDATION

That the Port Renfrew Local Services Committee direct staff to renew the Licence to Occupy with the Port Renfrew Health and Social Services Society, with the same terms and conditions as the present agreement, for a further one year term commencing 01 January 2009 and terminating 31 December 2009.



Gary Hendren, ASCT
Local Services Engineering Coordinator